

Message Text

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PAGE 01 STATE 041855
ORIGIN EB-08

INFO OCT-01 EUR-12 ISO-00 FEA-01 OES-06 TRSE-00 ERDA-07
AID-05 CEA-01 CIAE-00 CIEP-02 COME-00 DODE-00 FPC-01
H-02 INR-07 INT-05 L-03 NSAE-00 NSC-05 OMB-01 PM-04
USIA-15 SP-02 SS-15 STR-04 ACDA-10 /117 R

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E.O. 11652: N/A

TAGS: ENRG

SUBJECT: TRANSCRIPT PROCEDURES FOR INDUSTRY WORKING PARTY
(IUP)MEETING

1. THE INTERNATIONAL ENERGY AGENCY (IEA) INDUSTRY
WORKING PARTY WILL MEET IN ROME AT ENI HEADQUARTERS ON
MARCH 16-17. US FIRMS PARTICIPATING IN THIS MEETING WILL
BE DOING SO UNDER THE TERMS OF A VOLUNTARY AGREEMENT
WHICH PROVIDES LIMITED ANTITRUST IMMUNITY IN CONNECTION
WITH CERTAIN IEA-RELATED ACTIVITIES. THE VOLUNTARY
AGREEMENT HAS BEEN PREPARED TO MEET THE REQUIREMENTS OF
THE DECEMBER 1975 ENERGY POLICY AND CONSERVATION ACT
(P.L. 94-163). ONE OF THE IMPORTANT CHANGES FROM PREVIOUS
PROCEDURES IS A NEW STATUTORY PROVISION THAT, WHERE PRACTI-
CABLE, VERBATIM TRANSCRIPTS BE KEPT OF IEA INDUSTRY GROUP
MEETINGS SUCH AS THE IWP MEETING. THIS WILL NECESSITATE
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PAGE 02 STATE 041855

THE USE OF STENOTYPIST OR COURT REPORTER EACH TIME THE IWP
MEETS.

2. THE FEDERAL ENERGY ADMINISTRATION, WHICH HAS PRIMARY
RESPONSIBILITY FOR IMPLEMENTING THE VOLUNTARY AGREEMENT,
HAS REQUESTED THAT THE EMBASSY MAKE ARRANGEMENTS FOR A

COURT REPORTER OR STENOTYPIST TO BE AVAILABLE TO TAKE A VERBATIM TRANSCRIPT OF THE IWP MEETINGS SCHEDULED DURING THE MARCH 16-17 PERIOD. EMBASSY SHOULD USE ITS DISCRETION IN CONTRACTING FOR THEIR SERVICES BUT RATES SHOULD GENERALLY BE IN LINE WITH THOSE CUSTOMARILY PAID BY THE EMBASSY FOR ITS TRANSCRIPT REQUIREMENTS. FISCAL DATA WILL FOLLOW.

3. AT LEAST SOME OF MATERIAL DISCUSSED IN IWP MEETINGS IS LIKELY TO BE CONFIDENTIAL, AND WE MAY WISH TO CLASSIFY PORTIONS OF TRANSCRIPT. FOR THIS REASON IT WOULD BE PREFERABLE THAT US EMPLOYEE BE USED TO TAKE TRANSCRIPTS. DEPARTMENT REALIZES THIS MAY NOT BE POSSIBLE AND THAT COMMERCIAL FIRM MAY HAVE TO BE ENGAGED. IN LATTER CASE, EMBASSY SHOULD IDENTIFY INDIVIDUAL(S) WHO WILL TAKE THE TRANSCRIPT AND CARRY OUT NORMAL EMBASSY FSL SECURITY CLEARANCE PROCEDURE.

4. CONTRACT WITH COMMERCIAL TRANSCRIBER SHOULD BE DRAWN TO ENSURE THAT INFORMATION AND MATERIAL DISCUSSED AT IWP MEETINGS WILL BE PROTECTED BY ADEQUATE SECURITY SAFEGUARDS AND NOT DISCLOSED TO UNAUTHORIZED PERSONS. FOLLOWING POSSIBILITIES SHOULD BE CONSIDERED:

A) ALL MATERIALS, TAPES, NOTES, ETC., USED IN PREPARATION OF THE TRANSCRIPT AND ALL COPIES OF TRANSCRIPT SHOULD BE TURNED OVER TO AN APPROPRIATE USG EMPLOYEE UPON COMPLETION.

B) PREPARATION OF TRANSCRIPT SHOULD BE DONE PROMPTLY UNCLASSIFIED

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PAGE 03 STATE 041855

UPON CONCLUSION OF IWP MEETINGS.

C) WHILE MATERIALS, TAPES, NOTES, ETC., ARE IN THE CUSTODY OF THE TRANSCRIBER, THEY SHOULD BE SECURED IN MANNER SIMILAR TO THAT FOR USG CONFIDENTIAL MATERIAL. CONTRACT COULD REQUIRE THAT TRANSCRIBER CARRY MATERIALS BACK TO EMBASSY FOR APPROPRIATE STORAGE AT END OF EACH DAY.

5. FURTHER DETAILS ON MEETING TIME, LOCATION AND ARRANGEMENTS MAY BE OBTAINED FROM ERNESTO NATHAN, ENI INDUSTRY WORKING PARTY REPRESENTATIVE. WASHINGTON BASED USG PERSONNEL WILL BE PRESENT AT ALL MEETINGS.

6. ADVISE SOONEST IF TRANSCRIBER NOT AVAILABLE FOR MARCH 16-17 MEETING SO THAT ALTERNATIVE ARRANGEMENTS MAY BE MADE.

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Decapton Note:
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Disposition Approved on Date:
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Disposition Comment:
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Disposition Event:
Disposition History: n/a
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Executive Order: n/a
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